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## MAGHEN SHIPLEY GAGNARD

505 Jeffery Court New Roads, La 70760 | 225-721-3356 | Maghensgagnard@gmail.com

8/12/2020

Louisiana Ethics Admin Program  
P.O. Box 4368  
Baton Rouge, La 70821

### To Whom it May Concern:

I am requesting a formal ethics opinion regarding maintaining state employment while providing contract consultant services to an independent organization. I am currently providing consulting services within a private organization SocialWorx Institute, at 15 hours a week. Currently the contract is written with an expiration of 3 months, which will be November 2020 with the option for contract renewal. The capacity that I am working in within my contract serves as a liaison between community partners, Socialworx, and the Louisiana Department of Corrections. I am providing technical assistance and training to community partners who provide rehabilitative and reentry services to incarcerated persons. I have recently accepted a full time position within the Louisiana Office of Juvenile Justice, and I wish to continue my contract position while maintaining state employment. All contract work will be done outside of normal state business hours, and in the event there are contractual obligations to be fulfilled during business hours I will only fulfill those obligations based on Annual Leave approval.

Please contact me regarding any additional information needed to process this request. I appreciate your time and attention regarding this matter.

Sincerely,

  
Maghen Shipley Gagnard

## Kathleen Allen

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**From:** Maghen Gagnard <maghensgagnard@gmail.com>  
**Sent:** Wednesday, August 12, 2020 9:16 AM  
**To:** Kathleen Allen  
**Subject:** Re: Ethics Opinion: All Other Inquiries  
**Attachments:** attachment 1.pdf

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

Thank you so much Kathleen for your quick response I am attaching the scanned document. In the event you need any further information from me please let me know!

Have a great day!

Maghen

> On Aug 12, 2020, at 9:10 AM, Kathleen Allen <Kathleen.Allen@la.gov> wrote:  
>  
> If you would like to scan a copy of your written request you may email it to me. The Board's rules require that the request be signed by the person seeking the opinion. If you cannot scan and email a copy to me, you may fax or mail to the address below.  
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>  
> Kathleen M. Allen  
> Ethics Administration Program  
> P. O. Box 4368  
> Baton Rouge, LA 70821  
> (225) 219-5600/(800) 842-6630  
> (225) 381-7271 (facsimile)  
> [www.ethics.la.gov](http://www.ethics.la.gov)  
>  
>  
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>  
> -----Original Message-----  
> From: Maghensgagnard@gmail.com <Maghensgagnard@gmail.com>  
> Sent: Wednesday, August 12, 2020 7:13 AM  
> To: Kathleen Allen <Kathleen.Allen@LA.GOV>  
> Subject: Ethics Opinion: All Other Inquiries  
>  
> EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.  
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>  
> All Other Inquiries  
>  
> Good Morning,  
> Is there an online forum to submit for an ethics opinion? Or, are all request submitted via regular mail?  
>  
> Thank you for your help  
> Maghen Shipley Gagnard  
> Maghensgagnard@gmail.com  
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